

~~CONFIDENTIAL~~

DATE: 13 April 1964

MEMORANDUM FOR: Chief/Personnel Recruitment Division

FROM :

[REDACTED]

25X1A9a

SUBJECT : Supervisory Responsibility Program

I think the course, in general, was well-planned and is an extremely useful course for Agency supervisors. I felt that everyone left the meeting with a very complete awareness of his supervisory responsibilities. Many of the thoughts presented had probably never been previously considered by a number of the supervisors; to others it placed responsibilities in focus again. It was a fine session.

The visual aids used by Dr. Tietjen and the Security Staff Officer were very good. These aids always make a more lasting impression on the audience. In an all-day session where a considerable amount of material must be presented a little levity goes a long way. One or two of the speakers might well have used visual aids or otherwise have brightened their hour long talks by the interjection of humor. The talk by the Director of Finance while very pertinent could have been condensed to a considerable degree or possibly these details may be of greater significance to DDP funding operations.

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GROUP 1
Excluded from automatic
downgrading and
declassification